

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, May 26, 2020 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Plautz, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent:

Others Present: Chief Schauf, Clerk Zeman, Adm. Downing, Atty. Truman, T. Pinion, K. Stieve, M. Hardy, P. Cannon, Jessie Phalen, Sauk County Health Dept, members of the press and others.

The Pledge of Allegiance was given.

Moved by Kolb, seconded by Ellington and carried to approve the minutes of May 12, 2020 & May 19, 2020—9 ayes

Moved by Petty, seconded by Kolb and carried to approve the agenda-9 ayes

Compliance with the Open Meeting Law was noted.

PRESENTATIONS

- Update from Sauk County Health Department
- Update from Fire Chief Kevin Stieve regarding our Emergency Operations

PUBLIC HEARINGS – None.

PUBLIC INVITED TO SPEAK

Ruth Getsinger, 509 Effinger Road, Baraboo. In the absence of any state supported plan, Ruth feels the Sauk County Public Health Department has really stepped up and done an admiral job in posting guidelines for our community. She especially likes the analogy of the three-legged stool; the strength of the stool depends on the strength of each of its legs. The legs are currently represented by the responsibilities of the public, the businesses, and the Sauk County Public Health Dept. She hopes that the Mayor & Council will find innovative and encouraging ways to reach out to our community in an attempt to stress the importance of following the guidelines of the CDC and our own Sauk County Public Health Dept. as we attempt to mitigate the effects of this virus.

MAYOR'S BUSINESS

- The Mayor read the 2020 National Senior Health & Fitness Day Proclamation

CONSENT AGENDA

Resolution No. 20-33

THAT the Accounts Payable, in the amount of \$373,159.36 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Moved by Petty, seconded by Sloan and carried that the Consent Agenda be approved-9 ayes.

NEW BUSINESS - RESOLUTIONS

Resolution No. 20-34

THAT the Sauk Prairie High School be permitted to use 2 softball fields at Pierce Park during their 9-game 2021 home softball season for a one-time payment of \$200 to cover anticipated expenses to the City.

Moved by Wedekind, seconded by Ellington and carried that **Resolution No. 20-34** be approved-9 ayes.

Resolution No. 20-35

RESOLVED, BY THE COMMON COUNCIL OF THE CITY OF BARABOO, SAUK COUNTY, WISCONSIN:

WHEREAS, the reconstruction of Draper Street between 8th Avenue and Madison Avenue is scheduled for 2020-2021; and

WHEREAS, the Wisconsin Department of Transportation and the City of Baraboo will share the cost of this project pursuant to the term and conditions of the attached Agreement;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Baraboo approves the State Municipal Project Agreement for a Local Roads Improvement Project dated May 14, 2020.

BE IT FURTHER RESOLVED, that the City Council of the City of Baraboo authorizes the Mayor and City Clerk to execute the State Municipal Project Agreement on behalf of the Council.

Moved by Sloan, seconded by Kent and carried that **Resolution No. 20-35** be approved-9 ayes.

Resolution No. 20-36

That the City's Official Fee Schedule be amended to include a fee of \$5.00 for UBS Drives that are provided by the City.

Moved by Petty, seconded by Kolb and carried that **Resolution No. 20-36** be approved-9 ayes.

ADMINISTRATOR AND COUNCIL COMMENTS

Adm. Downing reminded the business community here in Baraboo that the Small Business Loan Program is still available. 20 applications have been received from for-profit businesses; we have distributed \$63,000 in total loan funds. A payment scheduled for Friday will bring this total up to \$68,000. For Non-Profit, we have received 2 applications and have paid out a total of \$5,000.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** April, 2020 – Fire Department
- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Dennis Thurow Committee Room, #205

May 12, 2020

Members Present: Petty, Sloan, Kent

Absent:

Others Present: Mayor Palm, Adm. Downing, Atty. Truman, B. Zeman, M. Schauf, P. Cannon, Dawn Gunderson-Schiel

Call to Order –Ald. Petty called the meeting to order at 6:15 p.m. noting compliance with the Open Meeting Law. Moved by Sloan, seconded by Kent to approve the minutes of April 28, 2020 and carried unanimously. Moved by Kent, seconded by Sloan to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Sloan, seconded by Kent to recommend to Council for approval of the accounts payable for **\$775,912.20**. Motion carried unanimously.
- b) **Emergency Assistance Fund – Non-Profit Organization Loan Program Guidelines** – P. Cannon explained that this program is being offered as was requested at the last Council meeting. This program is designed with regulations so that the non-profit is not just a service organization, for example the Al Ringling Theatre. Ald. Petty noted that the program requirements are similar to the requirements for a 501(c)(3). Ald. Sloan confirmed that we are using the same \$250,000 to fund these loans. Moved by Sloan, seconded by Kent to recommend to Council for approval. Motion carried unanimously.

Information Items

- a) **Finance Department:**
- o Dawn Gunderson-Schiel presented a report on the issuance of new bonds, 2020
 - o C. Haggard presented the potential financial shortfalls due to COVID-19.

Adjournment – Moved by Sloan, seconded by Kent and carried to adjourn at 6:35pm.

Baraboo BID Meeting Minutes**5/20/20****Remote Meeting**

Participating:

Members: Sloan, T., Sloan, S., Marklein, Wickus, Fay, Brunner, McDaniel, Stelling
Others: None
Absent: Yount

President Fay called the meeting to order at 5:32 p.m.

Approval of April 2020 minutes: Wickus/Sloan

Adoption of Agenda: Sloan, S./Brunner

President: Hoping to meet in person next meeting

Secretary: None

Treasurer: None

Appearances: Someone hired to do planters through spring 2021; Will need to find someone to do hanging baskets after this year if current contractor not willing to do so for increased compensation

Business Development: Has not met; Lacey Steffes sent ideas

Finance: None

Parking: Weed removal will begin this week

Promotions: New banner; Farmer's Market is requiring consumers to wear masks to prevent cross-contamination and taking other safety measures; Wickus will contact City Attorney to discuss legality of mask requirement

Old Business

None

New Business

1. Approval of vouchers:
 - a. Minuteman Press \$30.38
Farmer's Market Posters
 - b. Capital Newspapers \$1,200 (Devil's Lake Directory)
\$335 (Newsletter)
\$525 (Devil's Lake Map)
 - c. City of Baraboo Admin. \$132.77
 - d. Baker Tilly \$1,600
Audit

Total= \$3,823.15
2. Approved: Sloan, S./Wickus
2. Pandemic Support
General discussion of whether BID should be doing anything to help businesses in BID district. Business Development will meet to address. Appearances has some extra funds in budget.
3. Election of Officers
President: Sarah Fay
Vice President: Todd Wickus
Secretary: Nicole Marklein
Treasurer: Bekah Stelling

Approved: Sloan, T./McDaniel

Motion to adjourn 6:08 p.m. by Stelling/McDaniel

Administrative Committee

May 12, 2020

Present: Alderpersons John Ellington, Heather Kierzek & Kathleen Thurow

Absent: None

Also Present: City Administrator, Kennie Downing; Finance Director, Cynthia Haggard; Police Chief, Mark Schauf; City Attorney, Emily Truman; and City Clerk, Brenda Zeman.

Citizen Present: None

The meeting was called to order by Chairman John Ellington at 8:00AM CST., with roll call and noting compliance with the Open Meetings Law.

Moved by Kierzek to approve the minutes of April 6, 2020, seconded by Ellington and carried by Ellington & Kierzek, Thurow abstained.

Motion by Kierzek to approve agenda, seconded by Thurow and unanimously carried.

Review and recommendation to the Council – Application for Keeping Chickens for Erik Poff @ 529 Quarry Street.

Chief Schauf mentioned this application had been checked by his Community Service Officer; the residence is in compliance. The City received a letter of correspondence included in the packet requesting a consideration for denial.

Zeman added that with a comparison of the letter to the Ordinance, the concerns raised are not within the Ordinance as reasons to deny an application.

Kierzek was concerned that the chicken coop may be closer to the neighbor's house than owner's house, referring to the Ordinance as one of the violations. Thurow and Ellington were familiar with the home and assured that the chicken coop was closer to the owner's house than the neighbor's house.

Motion to recommend to approve and move on to Council the application for keeping chickens for Erik Poff & 529 Quarry Street by Thurow, seconded by Kierzek and unanimously carried.

Member comments

- City staff was unanimously given permission to create a new Chapter in the City's Codebook specifically for animals and presenting it to a future Administrative Committee meeting to recommend and move on to Council at that time.
- City staff was given permission to amend Chapter 26 and Chapter 28 of the Code and move them to Chapter 1, where they will refer to bylaws.
- The next meeting will be Monday, June 1, 2020 at 8:00AM CST. Meeting location will be 101 South Boulevard.

Motion to adjourn by Ellington, seconded by Thurow and unanimously carried. Meeting adjourned at 8:19AM CST.

Copies of these meeting minutes are on file in the Clerk's office:

Airport.....	05-08-2020	UW Campus.....	04-16-2020
PFC.....	04-20-2020	CDA.....	03-30-2020
Ambulance Comm.....	04-08-2020, 04-21-2020, 05-05-2020		

Petitions & Correspondence Being Referred: None.

ADJOURNMENT

Moved by Ellington, seconded by Petty, and carried that the meeting adjourn at 7:28pm-9 ayes

Brenda Zeman, City Clerk